

U.S. Department of Homeland Security
Norfolk International Airport
5800 Lake Wright Drive Suite 200
Norfolk, Virginia 23502



Transportation Security Administration

28 July 2009

Dear Military Member:

All of us at the Transportation Security Administration (TSA) in Hampton Roads want to thank you for your dedicated service to our country! We salute you and appreciate the many sacrifices that you have made in defending our great nation.

The TSA Office of Norfolk/Newport News-Williamsburg is conducting a military outreach to the men and women of the Armed Forces in the Hampton Roads Community.

We are providing some helpful hints to assist you in preparation for the security process. Our goal is to help you achieve a trouble-free travel experience at the airport. Attached is some useful information about family members obtaining gate passes to accompany or meet loved ones at the gate, comprehensive airport security information for severely injured military personnel, a 3-1-1 brochure, prohibited/permitted items brochure, passenger traveler cards, and copies of both Norfolk/Newport News-Williamsburg Airport terminals.

If you require further information, please feel free to visit the TSA Website at:

<http://www.tsa.gov/travelers/index.shtm>

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Transportation Security Administration
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Norfolk / Newport News-Williamsburg Int'l Airports

Accommodations for U.S. Military Personnel

Special Considerations

Packing Tips for Military Personnel

Checked Baggage:

Pack your heavier, denser equipment/personal items at the top of your checked baggage (i.e. helmets, boots and books). Place your clothing and smaller items in the bottom of the bag. This will help TSA officers re-pack your bag neatly if a physical search is required. Take all valuables and electronics with you as carry-on items unless they are [prohibited items](#). If you wish to lock your checked baggage, use a [TSA-recognized lock](#).

Matches are **not permitted** in your checked baggage due to safety regulations, but one book of safety matches is allowed in your carry-on baggage or on your person. For safety reasons, strike anywhere matches are prohibited at all times from carry-on and checked baggage. Hazardous Materials: For a list of hazardous materials that are prohibited from the airplane, please visit the Federal Aviation Administration Web site.

Certain sharp objects and tools are prohibited in carry-on luggage. Knives of any size are prohibited in carry-on luggage. These items should be packed in checked luggage. Any sharp objects packed in checked luggage should be sheathed or securely wrapped to prevent injury to baggage handlers and security officers.

Screening of Military Personnel

Checkpoint:

When you arrive at the checkpoint, the following tips will assist you in getting through the screening process easily and efficiently:

- Keep your boarding pass and ID available.
- Remove Class A Uniform Jacket, metal items in pockets, and metal belt buckle and submit them for X-ray screening.
- Military personnel in uniform, with a valid military ID are not required to remove their footwear unless it alarms the walk through metal detector.
- Ensure that your carry-on luggage does not contain any prohibited items.

Sharp Objects and Tools - You may not bring knives and certain tools in your carry-on luggage. Tools greater than seven inches are not permitted as a carry-on and all hammers, drills, saws and crowbars are prohibited regardless of length. Pointed scissors with a

blade greater than four inches is also prohibited as a carry-on. Pack these items in your checked luggage. Please sheath or securely wrap any sharp objects in your checked luggage so that it does not injure baggage handlers and security officers.

Hazardous Materials: For a list of hazardous materials that are prohibited aboard the airplane, please visit the [Federal Aviation Administration](#) Web site.

Transporting Firearms and Ammunition

Firearms, ammunition and firearm parts may only be transported in checked baggage. Firearms, ammunition and firearm parts are prohibited in carry-on baggage. If you have just returned from or are going to an overseas duty or any assignment where you will be required to carry a firearm or ammunition, please be sure to double check your belongings, particularly your carry-on bag, to make sure firearms, parts or ammunition are not present.

Transport of Weapons by the Unit:

- The unit must declare weapons and ammunition to the aircraft operator.
- Weapons must be unloaded and collectively secured in a crate and banded or individually locked in a hard-sided case.
- Ammunition must also be securely packed in fiber (such as cardboard), wood or metal boxes or other packaging specifically designed to carry small amounts of ammunition. Firearm magazines/clips do not satisfy the packing requirements for ammunition unless they completely and securely enclose the ammunition (e.g. by securely covering the exposed portions of the magazine or by securely placing the magazine in a pouch, holder, holster or lanyard)
- You may carry the ammunition in the same hard-sided case as the firearm, as long as you pack it as described above
- A unit representative must submit the unit's official travel orders and an inventory of weapons and ammunition being transported.
- The unit representative must certify to TSA in writing that the weapons are unloaded.

Transport of Weapons by an Individual Service Member:

- The service member must declare their weapon and ammunition to the aircraft operator.
- Weapon must be unloaded and locked in a hard-sided case with a padlock or combination lock.
- Ammunition must also be securely packed in fiber (such as cardboard), wood or metal boxes or other packaging specifically designed to carry small amounts of ammunition.

[Rules and Regulations](#) about individually transporting firearms and ammunition.

Accommodations for U.S. Military Personnel

Military Family Member Gate Passes

Family members who want to accompany a military service member being deployed to the boarding gate or greet them returning from deployment at the arrival gate may receive passes to enter the secure area of the airport. Interested military family members should contact their air carrier representative at the Departure/Arrival airport for proper local procedures.

Severely Injured Military Personnel

Military Severely Injured Joint Services Operations Center (MSIJSOC) Program

TSA wants to facilitate the screening of injured and wounded service members. To address these specific situations TSA has partnered with the Department of Defense (DOD) to develop a process so that we have better awareness of when our injured military heroes are traveling through our nation's airports. In early February 2005, TSA was granted permission by DOD to place TSA staff in the newly commissioned Military Severely Injured Joint Services Operations Center Program on a 24-hour, 7-day a week basis. Here is how the process works:

- Once flight arrangements are made with the airline, the severely injured service member and his or her family can call the Operations Center's 24/7 toll-free number (1-888-774-1361) with details of the itinerary. The number is also available to representatives of programs for the severely injured, military treatment facilities and Veterans Administration hospitals acting on behalf of the injured service member.
- The caller will be connected to a TSA liaison team member via the center's care managers.
- The TSA liaison person will then notify the appropriate Federal Security Directors at the involved airports to ensure that any security screening required at those airports will be conducted by TSA screening experts with empathy and respect in order to make the overall experience for the service member as expeditious and pleasant as possible.

Persons with Disabilities Security Screening

Learn about the security screening procedures for [persons with disabilities](#)

If you still have question or comments in reference to this Military Outreach, please feel free to contact:

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TSA's Travel Tips

Before you go...

- Visit www.tsa.gov for all the latest security policies.
- Pack liquids/gels/aerosols in your checked baggage. For a short trip you are permitted to carry-on 1 quart-size, clear plastic, zip-top bag holding 3 ounces or less containers of liquids, gels or aerosols. Limited to one bag per traveler.
- Exceptions include: baby formula/breast milk/baby food while traveling with a small child, medications, liquids (to include water, juice or liquid nutrients) or gels for diabetics or other medical needs. All exceptions must be declared to the Security Officer for screening.
- All footwear must be removed for X-ray screening. Wearing footwear that can be easily removed helps.
- Pack valuables such as jewelry, cash and electronics, as well as fragile items, in your carry-on. This will speed the screening process.
- Avoid wearing accessories that contain metal, which will set off the metal detector.
- Put all undeveloped film in your carry-on bag, because checked baggage screening equipment may damage film.

- If carrying a firearm, please check with your airline for appropriate procedures.
- Leave lighters at home. TSA collects thousands of lighters a day.

When you arrive...

- Take your quart-size plastic zip-top bag out of your carry-on and place separately in bin.
- Declare all permitted liquid exceptions to the Security Officer in front of the checkpoint.
- Take your laptop and video cameras with cassettes out of their cases for screening.
- Remove your outer coat, suit coat, jacket or blazer to place in bin for X-ray.
- Place the following items in your carry-on before entering the screening checkpoint: cell phones and personal data assistants, keys, loose change, jewelry and large metal items.

For questions visit www.tsa.gov or TSA Contact Center toll-free at (866) 289-9673

TSA's Key Travel Tip:
3-1-1 to speed screening!



For Your Carry-Ons
Prepare for Take-off ➔



Transportation
Security
Administration

www.tsa.gov

3

3 ounces or less
size containers
of liquids, gels or
aerosols.

Container size is a
security measure.



1

1 quart-size,
clear plastic, zip-
top bag holding
3 ounces or less
containers.

Bag limits total
volume per person.



1

1 bag per traveler
placed in the
security bin.

Isolating liquids
speeds screening.



Explosive Materials

Item	Carry-on	Checked
Blasting Caps	No	No
Dynamite	No	No
Fireworks	No	No
Flares (in any form)	No	No
Hand Grenades	No	No
Plastic Explosives	No	No
Realistic Replicas of Explosives	No	No

Flammable Items

Item	Carry-on	Checked
Aerosol - Any except for personal care or toiletries in limited quantities	No	No
Fuels - Including cooking fuels and any flammable liquid fuel	No	No
Gasoline	No	No
Gas Torches	No	No
Lighter Fluid	No	No
Common Lighters - Lighters without fuel are permitted in checked baggage. Lighters with fuel are prohibited in checked baggage, unless they adhere to the Department of Transportation (DOT) exemption, which allows up to two fueled lighters if properly enclosed in a DOT approved case. If you are uncertain as to whether your lighter is prohibited, please leave it at home.	Yes	No
Torch Lighters Torch lighters create a thin, needle-like flame that is hotter (reaching 2,500 degrees Fahrenheit) and more intense than those from common lighters. A torch lighter is often used for pipes and cigars, and maintains a consistent stream of air-propelled fire regardless of the angle at which it is held. Torch lighters continue to be banned.	No	No
Strike-anywhere Matches - Except one book of safety (non-strike anywhere) matches is permitted as carry-on items, but all matches are prohibited in checked baggage.	No	No
Flammable Paints - See Other Items for non-flammable paints	No	No
Turpentine and Paint Thinner	No	No
Realistic Replicas of Incendiaries	No	No

NOTE: There are other hazardous materials that are regulated by the FAA. For more information visit www.faa.gov.

Disabling Chemicals & Other Dangerous Items

Item	Carry-on	Checked
Chlorine for Pools and Spas	No	No
Small compressed gas cartridges - Up to 2 in life vests and 2 spares	Yes	Yes
Fire extinguishers and other compressed gas cylinders	No	No
Liquid Bleach	No	No
Spillable Batteries - Except those in wheelchairs	No	No
Spray Paint	No	No
Tear Gas	No	No

NOTE: There are other hazardous materials that are regulated by the FAA. This information is summarized at www.faa.gov.

Other Items

Item	Carry-on	Checked
Gel-type candles	No	Yes
Gel shoe inserts - Gel shoe inserts are not permitted, but shoes constructed with gel heels are allowed and must be removed and screened.	No	Yes
Non-flammable liquid, gel, or aerosol paint	Yes - 3 oz. or smaller container	Yes
Flammable liquid, gel, or aerosol paint	No	No
Snow globes and like decorations regardless of size or amount of liquid inside, even with documentation.	No	Yes

Updated: March 2009



Transportation Security Administration

www.TSA.gov



Prepare for Takeoff Prohibited Items List



Transportation Security Administration

Prohibited Items List

The prohibited items list is not intended to be all-inclusive and is updated as necessary. To ensure traveler’s security, transportation security officers (TSOs) may determine that an item not on the prohibited items chart is prohibited. In addition, the TSO may also determine that an item on the permitted chart is dangerous and therefore may not be brought through the security checkpoint.

Please pay careful attention to the “Notes” included at the bottom of each section – they contain important information about restrictions and exceptions.

The chart applies to flights originating within the United States. Please check with your airline or travel agent for restrictions at destinations outside of the United States.

Sharp Objects

Item	Carry-on	Checked
Box Cutters	No	Yes
Ice Axes/Ice Picks	No	Yes
Knives - Except for plastic or round bladed butter knives	No	Yes
Meat Cleavers	No	Yes
Razor-Type Blades - Such as box cutters, utility knives, razor blades not in a cartridge, but excluding safety razors.	No	Yes
Sabers	No	Yes
Scissors - Metal with pointed tips and blades shorter than four inches	Yes	Yes
Swords	No	Yes

NOTE: Any sharp objects in checked baggage should be sheathed or securely wrapped to prevent injury to baggage handlers and inspectors.

Sporting Goods

Item	Carry-on	Checked
Baseball Bats	No	Yes
Bows and Arrows	No	Yes
Cricket Bats	No	Yes
Golf Clubs	No	Yes
Hockey Sticks	No	Yes
Lacrosse Sticks	No	Yes
Pool Cues	No	Yes
Ski Poles	No	Yes
Spear Guns	No	Yes

Guns & Firearms

Item	Carry-on	Checked
Ammunition -	No	Yes
Check with your airline or travel agent to see if ammunition is permitted in checked baggage on the airline you are flying. If ammunition is permitted, it must be declared to the airline at check-in. Small arms ammunitions for personal use must be securely packed in fiber, wood or metal boxes or other packaging specifically designed to carry small amounts of ammunition. Ask about limitations or fees, if any, that apply.		

BB guns	No	Yes
Compressed Air Guns	No	Yes
(To include paintball markers) - Carried in checked luggage without compressed air cylinder attached.		
Firearms -	No	Yes
Firearms carried as checked baggage MUST be unloaded, packed in a locked hard-sided container, and declared to the airline at check-in.		
Flare Guns -	No	Yes
May be carried as checked baggage, but MUST be unloaded, packed in a locked hard-sided container, and declared to the airline at check-in.		
Flares	No	No
Gun Lighters	No	Yes
Gun Powder -	No	No
Including black powder and percussion caps		
Parts of Guns and Firearms	No	Yes
Pellet Guns	No	Yes
Realistic Replicas of Firearms	No	Yes
Starter Pistols	No	Yes

NOTE: Check with your airline or travel agent to see if firearms are permitted in checked baggage on the airline you are flying. Ask about limitations or fees, if any, that apply.

Martial Arts & Self Defense Items

Item	Carry-on	Checked
Billy Clubs	No	Yes
Black Jacks	No	Yes
Brass Knuckles	No	Yes
Kubatons	No	Yes
Mace/Pepper Spray -	No	Yes
One 118 ml or 4 fl. oz. container of mace or pepper spray is permitted in checked baggage provided it is equipped with a safety mechanism to prevent accidental discharge.		
Martial Arts Weapons	No	Yes
Night Sticks	No	Yes
Nunchakus	No	Yes
Stun Guns/Shocking Devices	No	Yes
Throwing Stars	No	Yes

NOTE: Any sharp objects in checked baggage should be sheathed or securely wrapped to prevent injury to baggage handlers and Security Officers.

Tools

Item	Carry-on	Checked
Axes and Hatchets	No	Yes
Cattle Prods	No	Yes
Crowbars	No	Yes
Hammers	No	Yes
Drills and drill bits -	No	Yes
Including cordless portable power drills		
Saws - Including cordless portable power saws	No	Yes
Tools - Greater than seven inches in length	No	Yes
Tools - Seven inches or less in length	Yes	Yes
Screwdrivers - Seven inches or less in length	Yes	Yes
Wrenches and Pliers - Seven inches or less in length	Yes	Yes

NOTE: Any sharp objects in checked baggage should be sheathed or securely wrapped to prevent injury to baggage handlers and Security Officers.

TERMINAL MAP



TAKE OFF.



LEGEND	
	AIRLINE TICKETS
	BAGGAGE
	OVERSIZED BAGGAGE
	ELEVATOR
	ESCALATOR
	FOOD
	GATES
	OTHER
	RENTAL CARS
	RESTROOMS
	RETAIL
	STAIRS
	GARDEN SQUARE
	INFO CENTER
	ARMED SERVICE LOUNGE
	AED'S

SECOND LEVEL

DEPARTING/ARRIVING FLIGHTS (CONCOURSES A + B)

OTHER

- Administrative Office
- ATM
- Conference Area
- BB&T Bank
- Flight Information
- Foreign Currency Exchange/Business Service Center
- Barbershop
- Info Center
- USO/ASYMCA Lounge
- Oversized Baggage
- Automated External Defibrillators

FOOD

- Varsity Grill
- Raceway Cafe/Great American Bagel
- USS Norfolk/Godfather's Pizza
- Starbucks
- A&W
- Wolfgang Puck to Go!
- Phillips Seafood
- Uno Pizzeria
- Great American Bagel
- Freshens Yogurt

RETAIL

- Discover Hampton Roads/KidWorks
- Hudson News
- Hudson's \$10 Boutique
- Sunglass Hut
- Travel Tunes

FIRST LEVEL

AIRLINES

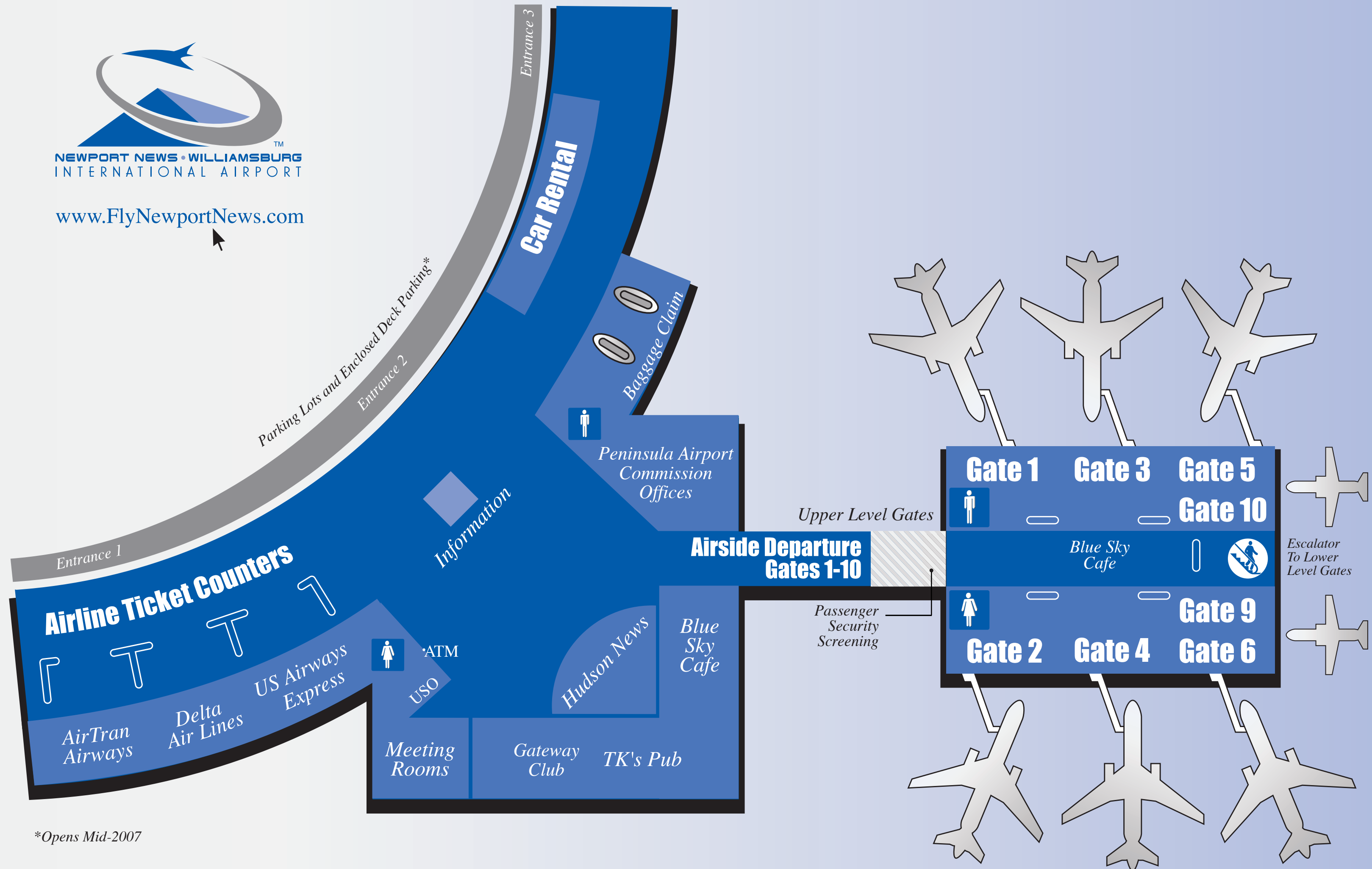
- American
- Continental
- Delta/Northwest
- US Airways
- Southwest
- United Express

RENTAL CARS

- Hertz
- Avis
- National
- Budget
- Dollar
- Thrifty
- Enterprise
- Alamo



www.FlyNewportNews.com



*Opens Mid-2007